

---

**OFFICE OF GOVERNOR RONNIE MUSGROVE**  
**INTEROFFICE MEMORANDUM**

---

**TO:** BOYD  
COLE

**FROM:** RILEY

**SUBJECT:** REQUEST FOR TRAVEL AUTHORIZATION: NGA HEALTH POLICY ADVISORS' MEETING

**DATE** 10/9/00

**CC:** FILE

---

I am submitting the attached Request for Travel Authorizations in order to attend NGA's annual meeting for Governors' health policy advisors. The conference is being held in Celebration, Florida, on December 7 and 8. The Robert Wood Johnson Foundation has provided NGA's Center for Best Practices with a grant that will cover my hotel expense for two nights, as well as my ground and air travel. Thus, this office would be reimbursed for all of my travel costs and would not incur any expense.

Thank you in advance for your consideration of this request.